Equality Impact Assessment for the Proposal to expand Woodfield School onto a Specialist School Satellite site at Carrington School

Did you use the EIA Screening Tool? Yes

1. Explaining the matter being assessed

This is a:

A change to a service or function

Surrey County Council, in partnership with the Governing Body of Woodfield School, Carrington School and South East Surrey Schools Education Trust, is proposing to expand Woodfield School to create 40 additional places. The 40 place expansion will be provided on a specialist school satellite site at Carrington School. This would expand Woodfield School from 180 places to 220 places. All pupils will be on roll at Woodfield School and have an Education, Health and Care Plan (EHCP) that names Woodfield School satellite site at Carrington School as the appropriate placement to meet their individual needs.

Woodfield School currently provides specialist education for pupils aged 11-19 years with Moderate Learning Difficulties (MLD) and co-occurring needs. Woodfield School is still growing after expanding in September 2022 from 120 to 180 planned places (160 across Year 7 to Year 11 and 20 places across the sixth form). As of April 2023 there are currently 158 pupils on roll at the school, growing to 180 by September 2023.

Carrington School is an Academy within the South East Surrey Education Trust. It is a 7 form entry Secondary School in the borough of Reigate and Banstead with a published admission number (PAN) of 210 in Year 7. There are 1050 places across all year groups.

The proposal will impact:

- Parents and families of pupils currently attending Woodfield School or likely to attend the school in the future.
- Parents and families of pupils currently attending Carrington School or likely to attend the school in the future.
- Staff at Woodfield School and Carrington School
- Local children and young people with a school designation of Moderate Learning Difficulties (MLD) who will have an opportunity to gain a place at a specialist school or centre locally

How does your service proposal support the outcomes in the Community Vision for Surrey 2030?

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- Children and young people are safe and feel safe and confident.
- Everyone benefits from education skills and employment opportunities that help them succeed in life.
- Communities are welcoming and supportive, especially of those most in need, and people feel able to contribute to community life.

Are there any specific geographies in Surrey where this will make an impact?

 Reigate and Banstead and neighbouring boroughs in SE Surrey (Mole Valley, Tandridge).

Assessment team

Detail here who you have involved with completing this EIA:

- Rachael Wardell, Surrey County Council, Executive Director Children Families and Learning
- Liz Mills, Surrey County Council, Director of Education and Learning
- Eamonn Gilbert, Surrey County Council, Assistant Director Commissioning
- Jodi Emery, Surrey County Council, Service Manager, Commissioning
- Mike Singleton, Surrey County Council, Service Manager, Education Place Planning
- Emily George, Surrey County Council, Assistant Director, SEND Transformation
- Emilie Williams Jones, Surrey County Council, Programme Manager SEND Capital Programme
- Jane Keenan, Surrey County Council, Commissioning Manager, Education Place Planning
- Kim O'Malley, Surrey County Council, Commissioning Assistant, Education Place Planning
- Andrea Ashton-Coulton, Woodfield School, Headteacher
- Kerry Oakley, Carrington School, Headteacher
- Surrey County Council Capital Programme Board

Consultation Information:

Surrey County Council, Woodfield School and Carrington School consulted on the proposal to expand Woodfield School on a satellite site at Carrington School.

The aim of the consultation was to seek views on the proposal from all interested parties, particularly from pupils and their families who attend Woodfield School and Carrington School, pupils and their families who may attend the schools in the future, local schools and the local community.

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The **informal consultation** was open from 21 February to 31 March 2023. The associated documentation was published on the <u>Surrey County Council 'Surrey Says' website</u> and circulated to local stakeholders. Interested parties were invited to return responses to the consultation via an online form or alternatively email or post responses.

In total, there were 50 responses to the consultation on the proposed expansion. 52% (36) of respondents agreed with the proposal, 32% (16) of respondents disagreed with the proposal and 16% (8) of respondents stated they didn't know.

Respondents had the opportunity to add comments at the end of the survey. Out of the 50 responses received, 34 comments were made on the proposal. A full analysis of the responses has been published on the statutory notices page of the <u>Surrey Says website</u>.

A public meeting online was held on 14 March 2023. 9 people (not including school and Council staff) attended the meeting. There was a short presentation followed by a question and answer session for attendees. A question and answer document has been published on the statutory notices page of the <u>Surrey Says website</u>.

Statutory Notices were published from 19 April – 19 May 2022. The associated documentation was published on the <u>SurreySays Website</u> and circulated to local stakeholders. Interested parties were invited to return responses to the consultation via an online form or alternatively email or post responses.

There were 7 responses to the consultation. 100% of respondents agreed with the proposal to expand Woodfield School on a satellite site at Carrington School.

A full analysis of both consultations is available on the statutory notices page of the <u>Surrey Says</u> <u>website</u>.

Service Users / Residents

Who may be affected by this activity?

There are 9 protected characteristics (Equality Act 2010) considered in the proposal. These are:

- 1. Age including younger and older people
- 2. Disability
- 3. Gender reassignment
- 4. Pregnancy and maternity
- 5. Race including ethnic or national origins, colour or nationality
- 6. Religion or belief including lack of belief
- 7. Sex
- 8. Sexual orientation
- 9. Marriage/civil partnerships

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Though not included in the Equality Act 2010, Surrey County Council recognises that there are other vulnerable groups which significantly contribute to inequality across the county and therefore they should also be considered within EIAs. If relevant, you will need to include information on the following vulnerable groups.

- Members/Ex members of armed forces
- Adult and young carers*
- Those experiencing digital exclusion*
- Those experiencing domestic abuse*
- Those with education/training (literacy) needs
- Those experiencing homelessness*
- Looked after children/Care leavers*
- Those living in rural/urban areas
- Those experiencing socioeconomic disadvantage*
- Out of work young people)*
- Adults with learning disabilities and/or autism*
- People with drug or alcohol use issues*
- People on probation
- People in prison
- Migrants, refugees, asylum seekers
- Sex workers
- Children with Special educational needs and disabilities*
- Adults with long term health conditions, disabilities (including SMI) and/or sensory impairment(s)*
- Older People in care homes*
- Gypsy, Roma and Traveller communities*
- Other (describe below)

(*as identified in the Surrey COVID Community Impact Assessment and the Surrey Health and Well-being Strategy)

Impacts have been identified under the protected characteristics **Age including younger and older people** and **Disability.** The following vulnerable groups have also been identified, **Children with Special educational needs and disabilities.**

Disability

(Including Children with Special Educational Needs and Disabilities and Adult and Young carers)

Pupils at the school

There are 156 pupils currently on roll at Woodfield School.

Table 1: Number of Pupils on roll at Woodfield School by National Curriculum Year (NCY) Group October 2022 Census

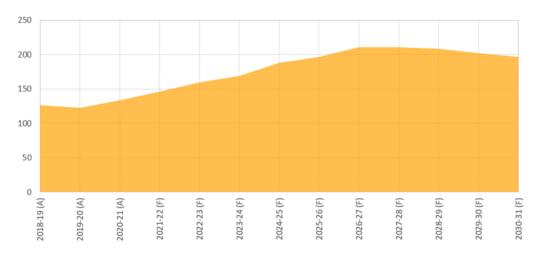
	Year 7	Year	Total						
		8	9	10	11	12	13	14	
Number of pupils currently at Woodfield School	28	33	27	28	20	6	12	2	156

Pupils who may attend the school in the future

The expansion on the new site will be for up to 40 pupils with Moderate Learning Difficulties (MLD) and co-occurring needs from Year 7-11 with an Education Health and Care Plan (EHCP) in Surrey.

Graph 1 shows a forecast 32% increase in demand for Moderate Learning Difficulties (known locally as Learning and Additional Needs) designated specialist school places from 2022/23 to 2026/27. This is equivalent to circa 50 additional places.

Graph 1 - Year 7 to 11 Pupils residing in South East Surrey who are expected to need a Specialist Place with a designation of Moderate Learning Difficulties (MLD), known locally as Learning and Additional Needs (LAN)



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The Report to Surrey County Council on 28 March 2023 <u>SEND Capital Programme 2023 2024</u> <u>Delivery Tranche</u> outlines the delivery of additional specialist school places and intended benefits to surrey's children, young people and residents:

- 1. Benefits realisation ensures Surrey's maintained specialist education provision is fit for purpose and creates additional employment/supported internship opportunities for residents around areas of expansion.
- Children, young people, and families can access the same level of high-quality support
 wherever they live in Surrey. We have a good, shared understanding of our children and
 young people who have additional needs and disabilities in Surrey and our support offer
 matches their identified needs.
- 3. Expanding Surrey's specialist provision aligns with the Preparation for Adulthood programme and strategy for post-16 to create local further education and employment pathways such as apprenticeships and supported internships. This enables young people who have additional needs and disabilities to make a successful transition to adulthood and secure employment.
- 4. Capacity created locally will also make certain that SEND home to school transport distance and costs are reduced so that pupils attend their closest most appropriate school with shorter journey times. Opportunities for developing independent travel skills can be maximised as a result of children and young people being educated closer to home. This will also address local congestion around school sites as well as traffic flow around the county, which will be of benefit to Surrey's Green Agenda.
- 5. The approved remodification and expansion programme will ensure that additional places are matched appropriately to need type, phases of education and geographic locations.

Describe here suggested mitigations to inform the actions needed to reduce inequalities.

A Question and Answer document has been published to answer any questions and address potential negative impacts, the full document is published at www.surreysays.co.uk on the Statutory Notices Consultation page.

Question		Response		
	Physical space at the school			
1.	Where in the school is the proposed provision?	The provision is being proposed to be a refurbishment in the <u>Deneb</u> building at Carrington School. It will have a complete refurbishment to meet the needs of Woodfield School and will have access to private outside space. One entrance is also into the main		

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		school site so providing opportunities for the students to have access to the main school facilities. The school has a second secure line with electric gates controlled by the reception areas for anyone entering or exiting the building so the students are all kept as safe as possible all of the time. This is a similar set up to Woodfield school.
2.	What building work will be required for the project?	A feasibility study is underway and will inform the development approach required to refurbish and adapt existing internal space at Carrington School to create a satellite centre within the school. The feasibility study will consider temporary accommodation for September 2023. The permanent building expansion is due to be completed in September 2024 and will be subject to any relevant permissions. Reprovision of any space utilised for the satellite centre will be determined through the feasibility study. The refurbishment and reprovision will benefit all pupils at Carrington School including pupils attending the Woodfield Satellite, with specialised spaces for Art and Food Technology. Initial temporary accommodation and/or refurbishment work will be completed by
		September 2023. The full building project is scheduled to be complete by September 2024.
		Inclusion
3.	What actions will be put in place in terms of inclusion at Carrington School?	The aim is for the provision to be a fully inclusive environment. This is a hybrid model and integration will need to take place academically as well as socially and emotionally. Timetables will be managed individually for each pupil. The plan would be for pupils attending the Woodfield Satellite to spend part of their day accessing learning and support in the bespoke learning space for the satellite site and then also have access to mainstream classes for part of the day linked to subject options and accreditation opportunities.

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		This will be assessed by individual needs and planned with the staff on both sites.
		Woodfield Satellite will have the opportunity to offer outreach and support for Carrington pupils where pupils will be able to access the Woodfield satellite for specific and bespoke intervention and support, in liaison with parent carers and relevant professionals.
4.	Will pupils feel part of Woodfield School or Carrington School?	Pupils will wear the Carrington School uniform and feel part of the school with inclusion in mainstream lessons and social times where appropriate.
		However pupils will be on roll at Woodfield School and the staff who work specifically in the centre at Carrington will be employed by Woodfield School. Therefore, pupils will benefit from the specialist teaching of a Specialist School while attending mainstream School with their peers in their local community.
5.	Where will pupils attending the satellite site eat lunch or take break times?	Pupils attending the satellite site will have the opportunity to spend lunch and break time in an environment that is individual to their needs. This could be spending time with mainstream pupils or attending clubs and whole school activities. Quieter areas close to the satellite site will also be available for all pupils who need it.
	Partnership between Wood	field School and Carrington School
6.	How will any potential bullying issues be dealt with?	Both Woodfield School and Carrington School have an Anti-bullying policy and will work together to prevent bullying and offer support when needed.
		Woodfield School Anti-bullying Policy states "We would expect pupils to feel safe in school, including an understanding of the issues relating to safety, such as bullying. We also want them to feel confident to seek support from school should they feel unsafe or concerned".

		The links to each schools Anti-Bullying Policy are available below: Anti-bullying policy - Woodfield School Anti-Bullying-Policy-2022.pdf (carringtonschool.org)
7.	How much contact will pupils at the satellite site have with the Woodfield School main site?	The pupils will be based at the Carrington School site and the Carrington School pupils will become their immediate peer group. On the rare occasion that pupils at the Woodfield site would benefit from inclusion and access to specific GCSE offer then those pupils would be provided with a bespoke curriculum timetable and this would be in agreement with parents/carers and supporting professionals.
		The satellite leadership will liaise with Carrington School leadership to identify where there are opportunities for celebration/joint events.
8.	What is the benefit/impact of the satellite site for existing Carrington students?	Developing a sustainable offer to support pupils with Moderate Learning Difficulties (MLD) will benefit the whole school. The satellite centre is an expansion of Woodfield School and a partnership agreement between Woodfield School and Carrington School and South East Surrey Schools Education Trust, will include how the two schools will work together to benefit both schools. On the very rare occasion that a young person at Carrington School would benefit from the provision at the Woodfield Satellite centre, this will only be considered through significant liaison with parents/carers and the young people themselves and agreed via the Annual Review of the EHCP process with all relevant professionals - at which point the EHCP will be amended to reflect the change of placement.

		Staff at Carrington School will continue to support all pupils in the school. All staff will benefit from shared learning and resources available with the additional staff employed by Woodfield School at the satellite centre. This will influence how all pupils are supported across the school. Pupils attending a mainstream school where there is a specialist school satellite benefit from the inclusive environment across the whole school. Carrington school will get new facilities that will support the learning of all pupils and improve the environment for staff.
9.	Does this mean that Woodfield School will be joining the South East Surrey Schools Education Trust (SESSET).	Woodfield School currently maintains the status as Community School (a state-maintained school). If there are any thoughts in the future in relation to considering Trust status, a due diligence process, including consultation, would be undertaken and decisions made as an outcome of the process.
	Traffic, Tra	avel and Transport
10.	Will the traffic at drop off and pick up times be increased by the expansion?	A travel plan will be completed alongside the feasibility study and reducing any impact on traffic in the area will be addressed. The longer-term aim is to provide a provision where local young people can attend and make their own way to and from school, giving them the independence skills we hope to provide all young people.
	Finance	and Resources
11.	How will the satellite site/expansion be funded?	The capital funding for the expansion has been approved by Surrey County Council Cabinet from the SEND Capital Grant as part of the SEND Capital Programme.
		Woodfield School will receive £10,000 for each planned place commissioned (40 places) and will also receive a "Top up" sum for each pupil on roll at the school. This is determined against

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		individual pupils' needs. Top up rates are reviewed annually by the Local Authority.
12.	Will staff be expected to work across both sites?	Staff appointed to Woodfield School main site will remain on that site unless they express an interest in the Satellite provision, at which point this will be considered alongside any potential impact this may have on both or either site. Staff will be offered equality of opportunity for any posts that are advertised. Posts within the satellite expansion will be appointed to and the leadership structure
		determined and appointed to, to accommodate expansion requirements.
		The Leadership and Governance of the satellite site remains with the Governing Body of Woodfield School. Staff will be employed by Woodfield School, and the Headteacher and Governing Body will be responsible for recruiting and managing staff at the satellite site at Carrington School.
	Ad	dmissions
13.	How will parents know about the provision if it has not been formally agreed yet?	As this project is part of the SEND Capital Programme, Surrey County Council are working at pace to create places as quickly as possible. Now that the consultation is open, SEND case workers will be letting parents know about the provision.
		Woodfield School and Carrington School are giving information to prospective pupils as queries arise.
		Formal placements can only be made after the Cabinet Member for Education and Learning decision meeting on 27 June 2023. Subject to this decision, the first cohort of pupils will start in September 2023.
14.	How will pupils be allocated a place at the satellite site?	Pupils will be allocated a place at the Woodfield School Satellite site at Carrington School by Surrey County Council's SEND Admissions Team. All pupils will have an Education Health and Care Plan (EHCP) that

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	Will they be pupils already	names Woodfield School Satellite Site at
	attending Woodfield School or Carrington School?	Carrington School.
	Carrington School:	Parents of pupils with an Education Health and Care Plan (EHCP) should follow the admissions guidance for children with an EHCP, which is available on the Surrey County Council website.
		The additional places created through establishing a Woodfield School satellite site at Carrington School are new specialist places for pupils who need specialist teaching but also access to inclusion in mainstream. Therefore, this is a new cohort of pupils rather than pupils already attending either school.
		However, in exceptional circumstances, and following an annual review of a pupil's Education Health and Care Plan a change in placement is identified, transition to a placement at the satellite site may be considered.
15.	Some pupils require a Specialist School environment, rather than	The establishment of a satellite site does not mean that pupils will be required to move between the two sites.
	mainstream. How will you ensure pupils are not moved from the main site at Woodfield School to the Satellite Site?	There is no change to the current number of pupils attending the main site at Woodfield School. The satellite site is creating new places with additional staff and resources so will not impact the current offer at the main site.
		A pupil's EHCP will name either Woodfield School or Woodfield School Satellite Site at Carrington School. Staff will benefit from shared training across the two sites. There may be opportunity for all pupils to benefit from resources across both sites with planned joint activities or events.
		Pupils attending Woodfield School main site will remain at the main site unless it is considered in their best interest to have an extended offer at the Carrington site. This will only be considered through significant liaison with parents/carers and the young people

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	themselves and agreed via the Annual Review of EHCP process.
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What other changes is the council planning/already in place that may affect the same groups of residents? Are there any dependencies decision makers need to be aware of?

The proposal to expand Woodfield School on a satellite site at Carrington School is part of the strategy developed by Surrey County Council to expand the specialist education estate by more than 2,300 places to meet projected demand in the long-term.

<u>202303 SEND Capital Programme 2023-24 Delivery Tranche Part 1 FINAL.pdf</u> (surreycc.gov.uk)

<u>Phase 4 Developing local SEND Provision in Surrey to meet demand in 202324 onwards- final report.pdf (surreycc.gov.uk)</u>

<u>Developing Local Special Educational Needs and Disability (Send) Provision in Surrey to Meet</u> Demand From 2023/24 Onwards

Any negative impacts that cannot be mitigated?

No

Age including younger and older people

The proposal positively impacts pupils aged 11 to 16 years old with moderate learning difficulties who need a specialist school place with access to inclusion in a mainstream school.

Describe here suggested mitigations to inform the actions needed to reduce inequalities.

N/A

What other changes is the council planning/already in place that may affect the same groups of residents? Are there any dependencies decision makers need to be aware of?

The proposed expansion of Woodfield School on a satellite site at Carrington School is part of the strategy developed by Surrey County Council to expand the specialist education estate by more than 2,300 places to meet projected demand in the long-term.

<u>202303 SEND Capital Programme 2023-24 Delivery Tranche Part 1 FINAL.pdf</u> (<u>surreycc.gov.uk</u>)

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<u>Developing Local Special Educational Needs and Disability (Send) Provision in Surrey to Meet</u> <u>Demand From 2023/24 Onwards</u>

Any negative impacts that cannot be mitigated?

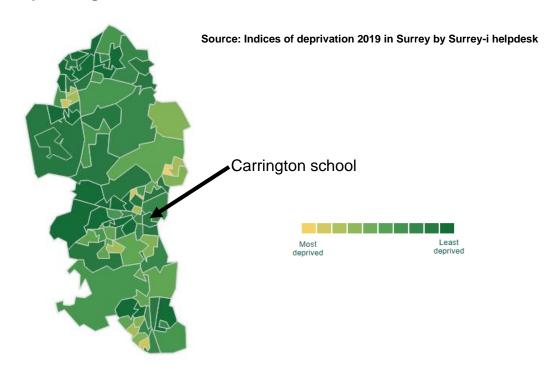
No

Socio economic disadvantage

The Indices of deprivation 2019 finds that 4 out of 86 Lower Layer Super Output Areas (LSOA) in Reigate and Banstead are between 10%-30% most deprived in the country. Only 15 out of 86 areas are more deprived than 50% of England. 22 out of 86 LSOAs in Reigate and Banstead are in the least deprived 10% in the country. Carrington School is close to LSOA 011A which is in the 50-60% most deprived areas in the country.

Figure 1: English Index of Multiple Deprivation Reigate and Banstead

Map of Reigate and Banstead



Positive impact: More families will be able to access specialist provision closer to home.

Describe here suggested mitigations to inform the actions needed to reduce inequalities.

Placements co-ordinated through the SEND admissions process will place pupils at the appropriate placement identified through the Education Health and Care Plan. Additional local places will mean more pupils will be able to attend provision local to home.

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What other changes is the council planning/already in place that may affect the same groups of residents? Are there any dependencies decision makers need to be aware of?

The development of the proposed expansion of Woodfield School on a satellite site at Carrington School is part of the strategy developed by Surrey County Council to expand the specialist education estate by more than 2,300 places to meet projected demand in the long-term.

<u>202303 SEND Capital Programme 2023-24 Delivery Tranche Part 1 FINAL.pdf</u> (surreycc.gov.uk)

Phase 4 Developing local SEND Provision in Surrey to meet demand in 202324 onwards-final report.pdf (surreycc.gov.uk)

<u>Developing Local Special Educational Needs and Disability (Send) Provision in Surrey to Meet</u> Demand From 2023/24 Onwards

Any negative impacts that cannot be mitigated?

No

3. Staff

Any impacts for staff with protected characteristics will be considered by the Governing Body of Woodfield School and by the South East Surrey Education Trust for staff at Carrington School. There are no planned changes to existing staff contracts.

Positive impact: The satellite site offers opportunities for staff who would like to apply for new positions created. Partnership between the two schools brings training and development opportunities for all staff.

Describe here suggested mitigations to inform the actions needed to reduce inequalities.

Communication and consultation with staff throughout the decision-making process.

What other changes is the council planning/already in place that may affect the same groups of residents? Are there any dependencies decision makers need to be aware of?

The development of the proposed expansion of Woodfield School on a satellite site at Carrington School is part of the strategy developed by Surrey County Council to expand the specialist education estate by more than 2,300 places to meet projected demand in the long-term.

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<u>Developing Local Special Educational Needs and Disability (Send) Provision in Surrey to Meet</u> <u>Demand From 2023/24 Onwards</u>

Any negative impacts that cannot be mitigated?

No.

4. Recommendation

Based your assessment, please indicate which course of action you are recommending to decision makers. You should explain your recommendation below.

- Outcome One: No major change to the policy/service/function required. This EIA
 has not identified any potential for discrimination or negative impact, and all opportunities
 to promote equality have been undertaken
- Outcome Two: Adjust the policy/service/function to remove barriers identified by the EIA or better advance equality. Are you satisfied that the proposed adjustments will remove the barriers you identified?
- Outcome Three: Continue the policy/service/function despite potential for negative impact or missed opportunities to advance equality identified. You will need to make sure the EIA clearly sets out the justifications for continuing with it. You need to consider whether there are:
 - Sufficient plans to stop or minimise the negative impact
 - Mitigating actions for any remaining negative impacts plans to monitor the actual impact.
- Outcome Four: Stop and rethink the policy when the EIA shows actual or potential
 unlawful discrimination. (For guidance on what is unlawful discrimination, refer to the
 Equality and Human Rights Commission's guidance and Codes of Practice on the
 Equality Act concerning employment, goods and services and equal pay).

Recommended outcome:

• Outcome One: No major change to the policy/service/function required. This EIA has not identified any potential for discrimination or negative impact, and all opportunities to promote equality have been undertaken.

Explanation:

No negative equalities impacts have been identified.

5. Action plan and monitoring arrangements

There is no current action plan as no negative impacts have been identified.

6a. Version control

Version Number	Purpose/Change	Author	Date
0.1	Draft	Kim O'Malley	5 May 2023
0.2	Amendments to draft at end of Informal Consultation	Kim O'Malley	5 May 2023
0.3	Final draft at the end of the Statutory Notice period	Jane Keenan	20 May 2023
1	Final version for Cabinet Member of Education and Learning	Jane Keenan	16 June 2023
	Decision Meeting		

6b. Approval

Secure approval from the appropriate level of management based on nature of issue and scale of change being assessed.

Approved by	Date approved
Head of Service - Liz Mills	15 June 2023
Head of Service – Lucy Clements	16 June 2023
Cabinet Member – Clare Curran	16 June 2023
Directorate Equality Group – Liz Mills	15 June 2023

EIA author: Jane Keenan, Commissioning Manager, Education Place Planning

6c. EIA Team

Name	Job Title	Organisation	Team Role
Jane Keenan	Commissioning Manager	SCC	Author, Project Manager
Kim O'Malley	Commissioning Assistant	SCC	Project Group member
Emilie Williams Jones	Programme Manager, SEND Capital Programme	SCC	Programme Manager
Andrea Ashton- Coulton	Headteacher	Woodfield School	Service Expert
Kerry Oakley	Headteacher	Carrington School	Service Expert
Liz Mills	Director of Education and Learning	SCC	Sponsor

If you would like this information in large print, Braille, on CD or in another language please contact us on:

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